

FIRE PREVENTION STANDARDS

Subject: Expired Permits

Number: 441.203

Date: Revised 11/19/01

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I. OBJECTIVE

To provide a uniform procedure in concurrence with Building Inspection Division policy for issuance of new construction permits where the original permit has expired and work is partially completed.

II. PROCEDURE

- A. There is often confusion about what fees to collect when construction is partially completed but the time limit has expired for the permit. As long as there is no change to the original plans and suspension or abandonment of work has not exceeded one year a permit may be reissued.
 - 1. A permit is expired when no inspections have been called for within a six month period, and no extension has been requested in writing.
- B. The fee is one-half the amount required for a NEW permit regardless of the extent of the work completed.
- C. Where the suspension or abandonment has exceeded one year, there is no provision for the issuance of a permit at reduced fees.
 - 1. When work has been abandoned or suspended for more than 180 days but less than one year, FPB staff shall collect one half of the fees for a NEW permit or plan check fee. No additional fees will be assessed provided there is no change to the plans.
 - 2. The suspension or abandonment of work will be established from the last inspection as recorded on the FPB records, or the out date of the plan review if no inspections have been recorded.
- D. Where suspension or abandonment has exceeded one year, FPB staff shall collect full fees based on the current fee schedule and review updated plans per any newly adopted codes.

Mike Dobson, Fire Marshal
